

Meeting Minutes

<http://set.lanl.gov/spac/>

(TA-00, Canyon Complex, Room #168)

Date: 3/11/03

Members Present:

Jerry Foropoulos, NMT-DO
Bill Robertson, SPAC Chair, IM-2
Lonnie Theye (Vice-Chair), NMT-DO
Sheila Wasfey, HSR-7

Student Representatives Organization
Robert Smith, Chair of SA, MST-6

LANL Representatives
Danny Valdez, DV
Pavlo Quintana, OMBUDS
Kurt Steinhaus, STB-EPO

The meeting was called to order by Bill Robertson, at 8:33am.

Student Association:

Bill R. introduced Robert Smith as Chair of SA. Robert is interested in looking into alternative means for housing and getting SA info out to students. Bill told us that Shauna K. is setting up 9 breakfasts for students. Maybe SA can sponsor informational meetings for students mentioned by Carole R. in the last meeting. Robert said they are and the dates are June 3rd and July 8th, approx 2-4pm at the Physics Auditorium. They will mention having students fill out the student survey. This is for all students not just new ones.

May 12th begins new student orientation.

SPAC Website:

Calendar of events is now posted.

SPAC in the news:

Los Alamos newsletter will have article about Bill as new Chair of SPAC.

SPAC Nomination Letter:

SPAC reviewed this and made some comments. The call will go out tomorrow and applications are due the end of March.

Student Workspace Issues:

SPAC reviewed the memo from SPAC thru Allen H. to Pete Nanos. This was sent out to SPAC's mailing list. SPAC will have 2 more days to review this before it goes to

Allen. Bill and Lonnie met with the Diversity/Affirmative Action Board (D/AAB) about these issues as well.

Liaison Awards:

This will be tabled until the next meeting. This is a new award similar to the mentor and student awards. Jerry F. is the chair of the Liaison Subcommittee.

Training:

Mentor and Liaison training is now occurring.

Roles on SPAC:

Bill R. spoke with Vicki Barnett from the Housing Office about her membership on SPAC. It was decided that Vicki will only attend meetings regarding Housing. She will attend the next meeting of SPAC to talk about housing. As of right now, the student housing contract with the landlords has not been finalized.

The HR Staffing member may be Barb Pacheco since Diane Kean has been reassigned to a new project. Art Gonzales is the new group leader of HR Staffing. We will invite him to our meetings.

GRA Coordinator position will be filled on Friday of this week. This person will come to the next meeting as soon as they start.

Reviewed old business to new business:

See below.

SPAC Trifold:

We will be updating this with the new people. Bill wants to create this in Word. Sheila has volunteered her student, Michelle Lopez, to do this.

Ideas:

Perhaps SPAC can try to submit a budget request to get some funding.

Meeting closed at 9:30am.

Respectfully submitted,
Sheila Wasfey, Historian Team

Current and Outstanding Action Items

From 1/31/02 Meeting:

Post archived meeting minutes on the SPAC web page - **Sheila W. will do this as time permits.**

From 5/23/02 Meeting:

Bill will post the LIM presentation the SPAC website once **Dave H. sends it** to him.

From 6/27/02 Meeting:

Student Issues: How to communicate to students who their liaison is. Also, there seems to be a large percentage of students possibly not being mentored by their assigned mentor, but instead, by someone else. These other “mentors” may not be aware of mentor training, the student workplan, the mentor mailing list, etc. Do we have a mentor-student disconnect occurring that we are unaware of? **Carole R. addressing this with training in March for mentors and liaisons.**

From 10/8/02 Meeting:

An email inviting members-at-large and student nominations will be sent out in the near future. **Will be sent out in 2 days**

Jerry F. needs a description of each subcommittee from the chairs. This can be e-mailed to Jerry at jzf@lanl.gov. **DONE**

SPAC Retreat? **We'll talk about this at a future meeting.**